

# Pay Run

Pay Run - Online Information 2011

## Tools

- Set Period
- Update Employees
- Setup New Employee
- Calculate Automatics
- End Time and Pay
- Reports and Payroll
- Backup

## Employee

## Details

- Basic
- Personal
- Address
- Work
- HR
- Self Cert
- Other
- Notes
- Print

- Step 1 - Personal Details
- Step 2 - Tax & PFI Details
- Step 3 - Pay Details
- Step 4 - CDD Information
- Step 5 - PFI



Payroll

## Pay Details

Payment Method  
\* Pay Method:

Bank Sort Code:

Bank Account Number:

Bank Account Name:

Rate  
Basic Hourly Rate:

Hours Worked  
Standard Hrs per period:

Pay Type  
Type of Contract:

Public Sector - Pension Related Deduction (PRD)  
PRD Status:  ☐ Deduct

Pending Limit

\* Denotes a mandatory field

Tell me more...

Previous Next Cancel

- Pay Run
- Employees
- Company Payroll
- Institutions
- Tax Year End
- Settings

Period date:

Status:

# Manual And Computerised Payroll Using Sage Quickpay

**Ian Pickup**



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